

# FREEMAN

8201 West 47th Street  
 McCook, Illinois 60525  
 (773) 473-7080 • Fax (469) 621-5603  
 Email: FreemanChicagoES@freeman.com



**DISCOUNT PRICE  
 DEADLINE DATE  
 JUNE 29, 2020**

FREEMAN installation & dismantle labor

NAME OF SHOW: **THE ASI SHOW CHICAGO / JULY 22 - 23, 2020**

COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to [www.freeman.com/store](http://www.freeman.com/store)

## DISPLAY LABOR (Half Hour Minimum per Worker)

Description	Advance Price Per Hour	Standard Price Per Hour
<b>Straight Time</b> - 8:00 AM to 4:30 PM Monday through Friday.....	\$ 147.50	\$ 206.50
<b>Overtime</b> - 4:30 PM to 8:30 PM Monday through Friday; 6:00 AM - 6:30 PM Saturday.....	\$ 221.25	\$ 309.75
**If a Display Laborer has not worked eight (8) straight time hours on that day between 8:00 AM and 4:30 PM, Monday through Friday (Holidays excluded), Double Time rates will apply for that day during the hours of 6:30 p.m. to 8:30 p.m., Monday through Friday.**		
<b>Double Time</b> - 8:30 PM - 8:00 AM Monday through Friday (unless noted above); Before 6:00 a.m. and after 6:30 p.m. Saturday; ALL DAY Sunday and Holidays. ....	\$ 295.00	\$ 413.00

**NOTE: On the break of a show** occurring on Monday through Friday, work performed from: 12:00 Noon to 8:30 PM shall be charged at Straight Time; from 8:30 PM to Midnight shall be charged at Overtime (time and a half). (For shows that close prior to 12:00 Noon, Overtime charges will apply after 8 hours).

- **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**
- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour
- Start time guaranteed only when labor is requested for the start of the working day (8:00 AM), unless the official set up time begins later in the day.
- Half hour minimum per man--labor thereafter is charged in half (1/2) hour increments.
- Supervisor must check in at Service Desk to pick up laborers. Upon completion of work, supervisor must return to Service Desk to release laborers.
- Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervising jobs will be completed at our discretion prior to show opening and before the hall must be cleared.

**Please include setup plan/photo, special instructions and inbound shipping information with this order.**

## INSTALLATION LABOR

**SUPERVISION BY FREEMAN I&D Please complete the information on the reverse side**

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is **30%** of the total installation labor bill, with a minimum of **\$45.00**.

Emergency Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Installation						= \$ _____

REMINDER: Display Labor does not include the installation of any Electrical Materials or Equipment. (See Electrical Labor Order Form)

## DISMANTLE LABOR

**SUPERVISION BY FREEMAN I&D Please complete the information on the reverse side**

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is **30%** of the total dismantle labor bill, with a minimum of **\$45.00**.

Emergency Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Dismantle						= \$ _____

NAME OF SHOW: **THE ASI SHOW CHICAGO / JULY 22 - 23, 2020**

---

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

---

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

---

**FREEMAN SUPERVISED LABOR**

*IN ORDER TO BETTER SERVE YOU*--PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

**INBOUND SHIPPING INFORMATION AND SET-UP INFORMATION:**

Freight will be shipped to: Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date \_\_\_\_\_

Total No. of: Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

Other (Specify) \_\_\_\_\_

Setup Plan/Photo: Attached \_\_\_\_\_ To Be Sent With Exhibit \_\_\_\_\_ In Crate No. \_\_\_\_\_

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement: Drawing Attached \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

---

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

---

Special Tools/Hardware Required: \_\_\_\_\_

---

**OUTBOUND SHIPPING INFORMATION:**

Ship To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**METHOD OF SHIPMENT**

- FREEMAN EXHIBIT TRANSPORTATION**
  - Common Carrier
  - Air Freight       Next Day       2nd Day       Deferred       Expedited
  
- OTHER CARRIER: (Please indicate the carrier's name)**
  - Other Common Carrier: \_\_\_\_\_
  - Other Air Freight: \_\_\_\_\_
  - Van Line: \_\_\_\_\_

**FREIGHT CHARGES**

Prepaid       Collect

Bill To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**In the event your selected carrier fails to show on final move-out day, please select one of the following options:**

- Reroute via Freeman's choice**
  
- Delivery back to warehouse at Exhibitor's Expense.**

*PLEASE NOTE: Freeman will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.*